

**Town of Sunset Beach  
Monthly Council  
Work Session, Public Hearing(s) and Regular Meeting  
December 4, 2017**

**MINUTES**

**Members Present:** Mayor Robert Forrester, Mayor Pro-Tem Carol Scott, Councilman Peter Larkin, Councilman Mark Benton, Councilman John Corbett and Councilman Rich Cerrato

**Members absent:** None

**Attorney & Staff Present:** Susan Parker, Town Administrator; Kevin Dempsey, Fire Chief; Dustin Graham, Public Works Director; Ken Klamar, Police Chief; Hiram Marziano, Planning Director; Cindi Stephenson, Administrative Assistant; and Lisa Anglin, Town Clerk

Mayor Forrester called the Meeting to order at 6:45 pm.

**Work Session**

Mayor Forrester called for agenda amendments and general discussions by the Council. Mayor Forrester advised that a Closed Session was not held.

Councilman Cerrato requested the Living Shoreline Budget Amendment be tabled until January 2018 when a budget discussion could be held. Mayor Forrester advised that the Town has received the money and the amendment is needed to reflect the deposit. However, the funds can be returned to the State if the Council chooses not to proceed with the project.

**Approval of the Draft Agenda**

COUNCILMAN CORBETT MADE A MOTION TO APPROVE THE AGENDA. MAYOR FORRESTER CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

**Departmental Reports**

**Police** – Chief Klamar advised that Officer Matt Harden completed his probation in November 2017. Chief Klamar advised that the Sunset Beach and Shallotte Police Departments will be at Wal-Mart in Shallotte on Saturday, December 9<sup>th</sup> beginning at 11:00 AM accepting toys and games for Brunswick County Family Assistance to distribute to needy Brunswick County children.

**Public Works** – Dustin Graham, Public Works Director, advised that the 6<sup>th</sup> Street Beach access walkway has been repaired and is now open. Graham advised that the front parking lot of Town Hall was paved today and weather permitting the rear parking area will be paved tomorrow. Graham reported that the roof repair for Station 1 is 60% completed.

**Planning & Inspections** – Hiram Marziano, Planning Director, advised that there is a lot of building going on within Town. Councilman Corbett advised that he met the regional field investigator for the NC licensing board for general contractors who informed him that the Sunset Beach Building Inspections Department Staff comprised of Carey White, Stanley Dills and Cindy Nelson do an excellent job.

**Departmental Reports (Cont.)**

Fire – Chief Dempsey advised that October has been a busy month for the fire personnel with fire calls.

**Town Administrator Report**

Main Street Sidewalk Project – Susan Parker, Town Administrator reported that the permitting agencies met with Staff and the Consultant in November and a second meeting is scheduled in December to review the updated material.

Living Shoreline Project – Parker advised if the project is approved by Council to proceed engineering will be completed and the applications submitted for permitting with hopes to finish the project by the end of February.

Stormwater Manager – Parker advised that the Manager has been hired and will begin on December 14<sup>th</sup>. He will submit a project timeline and task report to Council for consideration. The intern will begin on January 9<sup>th</sup> and will be working with the Manager to develop community outreach programs.

**Monthly Meeting**

The Meeting convened at 7:00 pm and the Pledge of Allegiance was recited by those in attendance. Mayor Forrester read the Conflict of Interest Statement.

**Public Comments on Agenda Items Only**

Tom Vincenz 422 36<sup>th</sup> Street – Thanked the outgoing elected officials Carol Scott and Peter Larkin for their dedication and contributions to the Town and thanked the outgoing Planning Board Members for their dedication and commitment to the Town.

Katie Hovermale 1429 Bay Street - Thanked the outgoing elected officials Carol Scott and Peter Larkin for their dedication and contributions to the Town.

**Farewell Comments by Outgoing Elected Officials**

Councilman Larkin and Mayor Pro-Tem Scott made farewell comments reflecting on their time served as Councilmembers and projects completed, offered words of wisdom to the newly elected members, thanked Town Staff and expressed appreciation to the citizens.

**Presentation of Appreciation for Outgoing Town Council Members, Planning Board Members and the ABC Board Member**

Mayor Forrester presented appreciation plaques to Mayor Pro-Tem Carol Scott, Councilman Peter Larkin, Len Steiner, Greg Jensen, Bob Tone and Betty Oakes.

**Administer Oath of Office to Newly Elected Officials**

Lisa Anglin, Town Clerk, administered the Oath of Office to Mayor Robert Forrester.

Mayor Forrester administered the Oath of Office to Councilwoman Jan Harris, Councilman John Corbett and Councilman Charlie Nern. The newly elected Mayor and Council members were then seated at the Council table to begin their term.

## **Public Hearings**

Mayor Forrester opened the North Shore Drive Extension and Cobia Street Paving Project Public Hearing and called for comments.

Chris Willoughby 425 Cobia Street – Questioned if stormwater drains are being installed during the paving project. Dustin Graham advised that stormwater drains, if determined to be needed, will be placed in the right of way area.

Ernest Cohn 401 16<sup>th</sup> Street – Mayor Forrester read an email from Mr. Cohn opposing the paving project citing stormwater runoff issues, unfairness in the cost sharing assessment since the properties located at the end of North Shore Drive Extension and those fronting 16<sup>th</sup> through 19<sup>th</sup> Streets will not be assessed but must utilize the roadway to access their properties, and property value increases.

Susan Parker, Town Administrator, reminded the Council that the roadway area is already consider impervious and will not create additional flooding. However, any flooding area will be evaluated and mitigated through the stormwater management program once initiated.

## **Old Business**

### **Consideration of Selection of Mayor Pro-Tem**

COUNCILMAN CERRATO MADE A MOTION TO SELECT COUNCILMAN BENTON AS MAYOR PRO-TEM. MAYOR FORRESTER CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

### **Consideration of Approval of Budget Amendment for Living Shoreline**

COUNCILMAN CORBETT MADE A MOTION TO APPROVE THE LIVING SHORELINE BUDGET AMENDMENT. MAYOR FORRESTER CALLED FOR A VOTE. MAYOR PRO-TEM BENTON, COUNCILMAN CORBETT, COUNCILWOMAN HARRIS AND COUNCILMAN NERN VOTE YES. COUNCILMAN CERRATO VOTED NO. THE MOTION CARRIED BY MAJORITY VOTE.

### **Consideration of Adoption of Resolution Directing that the North Shore Drive Paving Project be Undertaken**

COUNCILMAN CORBETT MADE A MOTION TO ADOPT THE RESOLUTION DIRECTING THAT THE NORTH SHORE DRIVE EXTENSION PAVING PROJECT BE UNDERTAKEN. MAYOR FORRESTER CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

### **Consideration of Adoption of Resolution Directing that the Cobia Street Paving Project be Undertaken**

MAYOR PRO-TEM BENTON MADE A MOTION TO ADOPT THE RESOLUTION DIRECTING THAT THE COBIA STREET PAVING PROJECT BE UNDERTAKEN. MAYOR FORRESTER CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

**Old Business (Cont.)**

Consideration of Awarding the North Shore Drive Extension and Cobia Street Paving Project Contract  
MAYOR PRO-TEM BENTON MADE A MOTION TO AWARD THE NORTH SHORE DRIVE EXTENSION AND COBIA STREET PAVING PROJECT CONTRACT TO SOUTHERN ASPHALT, INC. TOTALING \$112,051 AS THE BASE BID. MAYOR FORRESTER CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

**New Business**

Consideration of Sea Trail Plantation Master Association Request to Dedicate to the Town the 19 Street Lights in the Planters Ridge Subdivision of Sea Trail

Staff is reviewing the past practices concerning street light acceptance and will make a recommendation to Council during an upcoming meeting.

Consideration of Adoption of 2018 Meeting Calendar for the Town Council, Planning Board and Board of Adjustment

COUNCILMAN NERN MADE A MOTION TO ADOPT THE 2018 MEETING CALENDAR AS PRESENTED. MAYOR FORRESTER CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Review upcoming Agenda Items and Identify New Agenda Items for December 19, 2017 Meeting

The Council reviewed the Disposition of Directives and made the following amendments:

12/19/17 Agenda	Add Closed Session for Personnel
12/19/17 Agenda	Councilman Cerrato's Memo dated December 3, 2017
12/19/17 Agenda	Open Meetings Rules Discussion
12/19/17 Agenda	Council Meeting Procedures – Roberts Rules of Order
Future Agenda	Sea Trail Plantation Master Association Street Light Request.

**Public Comments**

Jean Hutchinson 436 6<sup>th</sup> Street – Congratulated the newly elected officials; encouraged the Council to look at the positives to improve the Town image; support the activities held within Town with a presence.

Katie Hovermale 1429 Bay Street – Congratulated the newly elected officials, encouraged the Council to agree to disagree and to work together to get a lot done; suggested that non-voting workshops be held to discuss topics.

Karen Joseph 915 Sandpiper Bay Drive – Congratulated the newly elected officials; informed the Council that Jean Hutchinson is leaving the area and thanked her for years of service on the Sunset at Sunset Committee since its inception and various other Town committees.

Charles Nern 647 Oyster Bay Drive – Thanked those that assisted with his campaign and thanked the citizens that voted for him.

**Adjournment**

MAYOR PRO-TEM BENTON MADE A MOTION TO ADJOURN THE DECEMBER 4, 2017 COUNCIL MEETING. MAYOR FORRESTER CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

**Town of Sunset Beach**

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**Robert Forrester, Mayor**

Submitted by:

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Lisa Anglin, Town Clerk